

**New Hampshire Library Association
Executive Board Meeting
September 19, 2006
2:00 p.m.
Local Government Center, Concord**

Present: Doris Mitton, Catherine Redden, Sue McCann, Heather Shumway, Carl Heidenblad, Becky Clerkin, Andrea Thorpe, Randy Brough, Mary Ahlgren, Gail Drucker, Nancy Lang, Ann Hoey, Lucy Albertson, Steve Butzel, Annie Donahue, Diane Tebbetts, Sue McCann, Dianne Hathaway

- I. **Call to Order:** The meeting was called to order at 2:02 p.m. by President Doris Mitton.
- II. **Minutes:** Minutes of the July 18, 2006 meeting were approved with corrections and August 15, 2006 retreat notes were approved as written.
- III. **President's Report—Doris Mitton:**
 - A. Correspondence—information from NEA NH, Thursday 9/28th invitation to their next meeting. Doris cannot attend; please let her know if you can attend in her place. One piece of fundraising information was passed to Sean for Ways and Means. The invoice was received from ALA. Doris will attend a meeting on 9/26 about marketing your organization.
 - B. Mary Ahlgren passed an invoice for the Freedom to Read Foundation to Carl for payment.
- IV. **Vice President's Report—Annie Donahue:** Annie brought a few copies of the mock-up conference brochure. It is nice and clean, easy to read. The call to meeting and the ballot will be included in the mailing. It will need to be mailed on October 1st. All suggestions for changes should go to Annie.
- V. **Treasurer's Report—Carl Heidenblad**

Fiscal year started on July 1st; all accounts reconciled. MacDonald Fund still has PLA bus money to spend.
- VI. **Old Business:**
 - A. Newsletter: November 15th is the next deadline for the winter newsletter. Becky will send an email reminder.
 - B. Leslie Kimball is working with the LGC about their November conference.
 - C. Affiliate Group Services—Local Government Center: Doris, Carl and Catherine had a meeting with LGC about taking over the NHLA financial tasks. Our records are too complex for them to handle for us right now, mostly because of the volume of activity. We'll continue to work with the group for other tasks.
 - D. By Laws & Constitution Review: Catherine found one more typo. The "red" copy is the last updated one. Constitution: clarifications and changing calendar. This Includes a joint December meeting with old and new boards for goal-setting and planning. Update will be posted on the web site and an

email for members to look at the changes for the November meeting.

Annie Donahue makes a motion to recommend the updated constitution to the membership. Becky Clerkin seconded. Motion passes unanimously by those present.

Bylaws: some discussion about whether ad hoc committee members are eligible for voting at board meetings. This is more about a quorum and the number of board members voting for the membership. (7 board members—1/3--are necessary for a quorum) Some board members would like there to be a greater number for a quorum, maybe 10 or 11. **Randy makes a motion that 10 voting board members shall constitute a quorum. Second by Carl. Randy amends his motion to: ten voting members shall constitute a quorum at any executive board meeting for the purpose of taking votes and making decisions. Second by Carl who agrees to amendment. Majority of those present approve the amended motion.** We need to encourage ALL board members to attend every month. **Mary motions that these bylaws be distributed to the membership at the November meeting Annie seconds motion. The motion is approved unanimously by those present.** The paper ballot will be mailed to the membership and will include a statement about the bylaws E. Membership brochure: \$146 to print the updated brochure in color. Marilyn also wanted to look into having it professionally designed by LGC.

VII. New Business:

- A. Nominations for slate of officers: Catherine passed out the slate of officers. Congratulations for nominating multiple people! Question about Ann Fabrizio volunteering for ALA Councilor; board requests her removal since she is not an active member. The board is pleased with the rest of the proposed ballot. **Motion made by Annie to accept the slate as changed. Becky seconds. Motion passes unanimously by those present.**
- B. Barnes & Noble fundraiser: Meeting next Tuesday at 2:00 p.m. at the Portsmouth store to discuss the fundraiser. The contact person has been instructed to pump up this fundraiser and there is a possibility of making a lot of money. December 1st and 2nd is the weekend for the event. Last year libraries were asked to provide programming; this year we just need to promote and B & N will arrange authors at each store. Difficulty with the distribution of the coupon required; questions about the degree of participation of libraries. Becky, Sean and Catherine will attend the meeting next Tuesday for more information. The bookstores at UNH and Dartmouth are also Barnes & Noble. If we can station people at the front doors of the stores to pass out coupons it would be better for us.

VIII. NELA Representative Report—Lesley Kimball—not in attendance.

Doris received a message from Marilyn asking if we will have a table at NELA to represent NHLA. The table will contain informational paperwork and brochures advertising our organization.

IX. ALA Councilor Report—Diane Tebbetts—

Seattle will host ALA midwinter in January. Diane has the registration information for the new ALA councilor. She will attend NELA for the ALA roundup.

X. Section Reports:

- A. Academic Section—Rebecca Clerkin—absent for this portion, no report.
- B. CHILIS—Luci Albertson—Bylaws have been revised and will be put to the membership prior to the October 19th conference. Most changes are housekeeping and clarification. Conference will be held in Rindge and hosted by Ingalls Memorial Library. Luci will step down and Pam Stauffacher (Concord P.L.) will become President.
- C. READS—Sarah Leonardi—not in attendance.
- D. Urbans—Susan McCann—Bylaws changes; meeting next on Friday with a discussion about downloadable audio.

XI. Committee Reports:

- A. President/Nominating/Award—Catherine Redden (see report, above)
- B. Advocacy/Publicity—Beth Strauss—not in attendance.
- C. Archivist—vacant
- D. Awards Committee—Catherine Redden
- E. By-Laws Committee—Catherine Redden (see report, above)
- F. Conference Committee—Heather Shumway—chugging right along. Attendance is small so please consider attending on Sept. 27th at 4:00 p.m. at the Hooksett Public Library. Heather requested more detailed financial documents from NHEMA, at least on a quarterly basis.
- G. Intellectual Freedom Committee—Mary Ahlgren—met last week to work on fall conference. Mary would like 2 or 3 members of the press to attend the fall conference for some participation in the question and answer time.
- H. Legislative Committee—Randy Brough—Randy has the new contract for Dennis Parker; there are no changes in it. It needs to be signed by Annie since it begins in January.
- I. Membership Committee—Marilyn Borgendale—not in attendance.
- J. NHAIS Liaison—Steven K. Butzel—NHAIS meeting on Thursday.
- K. NH State Librarian—Michael York—not in attendance.
- L. NH State Library Advisory Council—Katherine Hiller—not in attendance. Selena Cate was appalled no one has been attending NHLA board meetings.
- M. NHSL—Ann Hoey—Not much to report. Downloadable audio project was launched this month. There will be another round of grants. There was some concern about the article in the newspaper about the list of libraries that had received Gates money—it was misleading and led to lots of phone calls to libraries and the NHSL.
- N. Newsletter Editor—Rebecca Clerkin (see above report)
- O. Nominating Committee—Catherine Redden—(See above report)
- P. Public Relation—vacant
- Q. Scholarship Committee—Joseph Dionne—not in attendance.
- R. Trustees Association Liaison—Ann Fabrizio—not in attendance; she emailed a report to Catherine (attached.)
- S. Ways and Means Committee—Sean Fleming—Sean will be speaking with Marilyn about contacting the membership; he is also interested in the old

auction used to raise money for the association. There may be time to do a silent auction at the fall conference. Annie and Sean will talk further.

- T. Website Coordinator—Susan McCann—Susan has been looking at other possibilities for the website to gain more access. She spoke with Linda Sheldon at the state, Audrey at LGC about updating and redesign. Susan could work with Audrey but Linda at the state can only work with state agencies. LGC says it takes about 2 days for updating but often it is quicker. We can get a domain name through the LGC. Susan also looked at Network Solutions—they have software on the site to easily create a web site; no HTML knowledge is required. \$150 per year. Beachcomber Creation.com is used by many libraries and municipalities but someone would need to know the HTML coding. Time could be a problem. Susan believed the LGC or Network Solutions would be the best choices. Susan will speak with Audrey further about working with the LGC about web site hosting.

XII. Other

Andrea: a continuing education survey was conducted and it was discovered what kind of workshops and training are being requested. Many are already being taught through the NHSL and Gates workshops.

- XIII.** Adjournment at 3:50 p.m.

Next meeting will be October 17, 2006